



## Site Conservation Volunteer

### Role Description

The primary role of the Site Conservation Volunteer is to look after all areas of The Firs site. You may be working by yourself or with other volunteers to assist with the upkeep of the site, including the removal of litter, clearing away of weeds, cutting back the vegetation at appropriate times of year and assisting with any relevant maintenance tasks required.

### Hours

We have flexible opportunities during our operating hours of Monday – Thursday 08:30–17:30 and Friday 08:30-16:30. We would not expect you to volunteer for the full day, anything from 1 hour per session would be of great help to our charity.

### Main Tasks

We are looking for volunteers to carry out tasks as agreed with the Site & Buildings Maintenance Officer to care for The Firs and ensure it looks well-kept all year round.

Tasks would include:

- Planting, weeding and pruning.
- Clearing of areas.
- Repairing of structures/areas across the site.
- General maintenance.
- Other tasks as requested by the Site & Buildings Maintenance Officer.
- Following health and safety processes and safeguarding procedures.
- Acting as an ambassador for Education Futures Trust, sharing relevant information about the charity, and promote further opportunities for members of the public to engage with or support Education Futures Trust.

### Skills, Experience & Qualities

- Enjoy working outside in all weathers.
- An interest/basic knowledge of gardening.
- Role requires some degree of physical/heavy work.
- To work under your own initiative.
- Good communication skills.
- To treat all information in a confidential manner.
- Respect the vision and mission of Education Futures Trust & uphold its values.

### Training & Support Provided

- Volunteer registration and induction prior to your first day.
- Role appropriate training.
- Charity appropriate training.
- Support and briefing at the start of your shift.
- Role appropriate PPE and equipment.



- A volunteer mentor who you can talk to and give feedback to at any time.
- Ongoing support throughout your volunteering journey.
- Opportunity to attend team meetings and events.

### **Benefits**

- Meet new people, engaging with members of the public, members of staff, and other volunteers.
- You will receive appropriate training to support both your role and your personal development.
- Play a vital role in helping the charity engage with adults and young people.
- Help Education Futures Trust to grow and work towards its mission to enhance opportunities, goals and aspirations in our community.
- Should you require it, a written reference can be provided by the charity.
- Branded clothing provided for working on sessions.
- Opportunity to undertake training opportunities which are subject specific to learning and skills team.

### **Additional Information**

- A Disclosure and Barring Service (DBS) check will be required. Education Futures Trust will pay for this.
- 2 References will be required before volunteering can commence.
- Pre-agreed expenses will be paid within agreed guidelines.
- Undertake additional training as and when required.

### **Who to contact**

To express your interest in this volunteering role or to find out about other volunteering opportunities please visit - [www.educationfuturestrust.org/volunteering](http://www.educationfuturestrust.org/volunteering)

Alternatively, for more information, or if you have any questions, please contact Jodie Cornford, Deputy CEO via email: [Jodiec@educationfuturestrust.org](mailto:Jodiec@educationfuturestrust.org) or Tel: 01424 722241.

***Come join our team and help make a difference today!***

**Our children. Our families. Our community.**

Registered Charity Number: 1146171

Company Number: 7852922